

CIRCULAR

FILE: MTG 1/13
DATE: 25 July 2022
CIRCULAR: 22/61

TO: Members of the 3rd Executive Board 2022
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Subject: Invitation and Arrangements for the Third SPREP Executive Board Meeting from 8 – 9 September 2022

Dear Members,

Further to Circular 22/38 of 1 May 2022, I am pleased to extend to you an invitation to attend the 3rd Executive Board Meeting to be held virtually from 8-9 September 2022.

The Chair, Tonga, and Vice Chair, Tokelau will carry out their functions remotely, while the Secretariat will physically host the Meeting in the PCCC Conference Room on the SPREP campus. The Terms of Reference of the Executive Board is attached for ease of reference.

As this would be a virtual meeting, it will follow similar arrangements as that of the 30th SPREP Meeting last year and the 2nd Executive Board Meeting before that.

1. There will be no drafting committee.
2. There will be no interpretation for the meeting. This has been confirmed in consultation with our French-speaking Member, Wallis and Futuna. This gesture is very much appreciated by the Secretariat which remains fully committed to bilingualism for the organisation. Full translation services are being provided for the Meeting as per usual requirement of the SPREP governing council meetings.
3. Documentations for the Meeting are now uploaded to the SPREP website (<https://www.sprep.org/3rd-executive-board-meeting-2022>) and are available in both English and French. The Secretariat also wishes to inform you that the Working Paper for Agenda Item 6.4 will be available on the 12th August 2022 due to the on-going work of the SPREP Member Working Group on the ICR/MTR. Furthermore, the Working Paper for Agenda Item 10.2 on the 2023 Biennial Supplementary Budget will be circulated to Members as soon as it is available.

In the coming weeks, the Secretariat will be providing you with additional information on arrangements for the meeting including details of the virtual platform to be used to conduct the meeting as well as suggested arrangements for the sub-grouping consultations in preparation for the Third Executive Board Meeting. This follows the same practice as was done for the Second Executive Board Meeting.

For your information, the Membership of the Third SPREP Executive Board is provided below:

1. **Papua New Guinea** representative for Melanesian members
 - Sub-grouping – Fiji, New Caledonia, Papua New Guinea, Solomon Islands, Vanuatu.
2. **RMI and Nauru** for Micronesian members
 - Sub-grouping – Federated States of Micronesia, Guam, Kiribati, Marshall Islands, Nauru, Northern Mariana Islands, Palau

3. **Niue** representative for Polynesian members
 - Sub-grouping – American Samoa, Cook Islands, French Polynesia, Niue, Samoa, Tokelau, Tonga, Tuvalu, Wallis and Futuna
4. **United Kingdom** representative for Metropolitan members
 - Sub-grouping - Australia, France, New Zealand, United Kingdom, and United States of America
5. **Wallis and Futuna** representative of the French speaking Members.

The Executive Board will also include the Troika which comprises of:

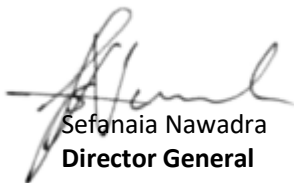
1. **Tonga** (Incoming 2022 Chair)
2. **Tokelau** (2021 Chair)
3. **Solomon Islands** (2020 Chair)

Members wishing to attend the Meeting as an Observer should write formally to the Chair in advance of the Meeting to seek consideration of potential observership, in line with the Terms of Reference of the Executive Board.

For Members of the Executive Board including Troika, kindly complete the attached nomination form and submit it via email to apiseta@sprep.org or rosannag@sprep.org by COB 5 August 2022.

For further information relating to the logistical arrangements and working documentations please contact apiseta@sprep.org and copy easterc@sprep.org.

Yours sincerely,



Sefanaia Nawadra
Director General

SN/ECS/ae

Att.